104-10291-10000

SECRET

Official Personnel Folder

SECRET

RE1. 10 75

23 February 1977

Dear Mr.

Enclosed is correspondence received in the Agency to be forwarded to you. Pursuant to the Privacy Act of 1974, we have made no response. In accordance with our policy, the request is mailed to you for any personal attention you wish to give it.

Sincerely.

Chier, control Division

Dist. Orig. - Adso.

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Dear Mr.

I am happy to send to you, under separate cover, your Agency Retirement Medallion. The Medallion is a tangible form of recognition and appreciation of your service to the Agency. It should serve as a lasting remainder of an honorable carear, remarding associations and the knowledge that you played your part in a vital activity.

Let me, therefore, add my congratulations and wish you the very best for the future.

Sincerely,

Meatur or Berganol

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Vear Mr.

As you bring to a close your active career of service to your country, I join your friends and colleagues in wishing you well in your retirement.

It takes the conscientious efforts of many people to do the important work of this Agency. You leave with the knowledge that you have personally contributed to our success in carrying out our mission. Your faithful and loyal support has measured up to the high ideals and traditions of the Federal service.

May I extend to you my sincere appreciation for the important work you have done.

Sincoroly.

A.W. Y.

Director

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SECRET 18:18 REQUEST FOR PERSONNEL ACTION 2 MAY 1975 : wit ! Law-Pira-, Middle) ----RETIREMENT - DISABILITY - CLARDS FROM EXTENSED SICK LEAVE REGULAR X VIOV FURTH's Law 88-643, Dection 231 * 10 C 5237-1392-0000 DOO/EA DIVISION DEVELOPMENT COMPLEMENT WASHINGTON. D.C. OPS OFFICER DMG -DCOF 0136.01 13/6 LWD: 6 SEPTEMBER 1974 Co-ordinated with /ROB 22 May 1975. CMG/MSB ROB BATT SIGNED DATE SICHED 16-2111/2 20 18/127 17 1623 (63) a micht in with it can be eine SAII GI. (I) n unan na m 1 8181 CM 13 (08171.0) 100 DATA 0, 115,00,00 the thirty and the training e? 14497 (3) 20 3.08.75 HIS STUDENTS BOTTON SECRET 6.8 morest (4 61.

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1955-1962	Economic Analyst - Conducted research and analysis in-	
	cluding statistical studies of Sino-Soviet Bloc pro-	
	duction of military equipment and related materials.	
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1963-1974:	Intelligence Operations Officer - Served in various	- 14
	staff, supervisory and limison capacities on U.S. and	30
	Asian area assignments. Was primarily concerned with the	
	collection, evaluation and reporting of high priority	
	intelligence of national interest including economic,	13
	political, social and military aspects of nations where	
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6 SEP 1974

MEMORANDUM FOR	
THROUGH	Head of D Garoer Service
SUBJECT	Notification of Approval of Disability
	Betirement
1. This is to info	rm you that the Director of Personnel has
Retirement and Disabili	or disability retirement under the CIA ry System. On the basis of medical evidence,
the Director of Personn	of has determined that your disability is of a
permanent nature; there	fore, no further medical review of your case
will be required.	
2. Your retiremen	nt will become effective 14 May 1975, the
expiration date of your a	ccrued sick leave. You may be agaured that
overy ellort will be made	e to expedite delivery of your first check
following completion of t	he administrative details required to effect
your retirement.	
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	Retirement Affairs Division
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1. Subject: a participant in the CIA Retirement and Disability System, has applied for disability retirement under the provisions of Section 231 of Public Law 88-643. Control Intelligence Agency Retirement Act of 1964 for Gertain Employees. It is requested that a medical examination be arranged for Subject and that a written report of the Board of Medical Examiners as prescribed in paragraph 1.(4) of HR 20-50 be submitted to the Director of Personnel.

2. Attached are copies of the Supervisor's Statement and the Application for Disability Retirement. The Office of Personnel has been advised by the Office of Medical Services that a private physician's statement has been forwarded directly to them.

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Deputy Director of Personnel.

Attachments:

a. Supervisor's Statement

b. Application

Distribution

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OP/RAD/ROB/ jat/3257 (28 June 1974)

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There is on file i	n the Personal A	Majrs Branch, Benefits a	nd
Services Division,	Office of Personn	el, an Official Disability Ci	aim
File on the above of	amed employee (o	r his dependent*) for an ill	negg
injury, or death inc	urred on 30 June	1973	
This notice should l	of filed in the emi	oloyee's Official Personnel	Folder
	***	ie Official Disability Claim	File
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	TO THE STREET OF SERVICE STREET		
7 August 1973			
NOTICE O	f official disa	BILITY CLAIM FILE	

ADMINISTRATIVE - INTERNAL USE ONLY

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•	es Division, Of	S. March			
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injury,	or death incur	red on 18 Feb	ruary 1972	rend in the state of the state	
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MEMORANDUM FOR:	Deputy Director	for Plans	20 25- 54
THROUGH :	Director of Perso	onnel	
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MENORANDUM FOR: Clandestine Services Career Service Board

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30 January 1968

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23 FEB 1961

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DATE: JUN 9 1050

TO : Placement and Utilization Division, Personnel Office

PRON: 1 Assistant Director, ORR

SUBJECT:

(provisionally) cleared applicant has been thoroughly reviewed and this Office does guarantee that the position to which he is to be assigned does fall within the personnel ceiling of ORR. Therefore, it is requested that the above-named individual be brought on duty as soon as possible.

FOR THE AUSISTALT DIRECTOR FORD.

CONFIDENTIAL

Office Memorandum • UNITED STATES GOVERNMENT

TO ATTEN	Placement and Utilization Division, O/P	DATE: 21 April 1955
FROM 1	Personnel Officer, CRR	
SUBJECT	- Request for Provisional Clearance	
	1. It is requested that a Provision be granted for to allow his ont	al Cleuronco
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	2. This Office is prepared to assig to an unclassified project	
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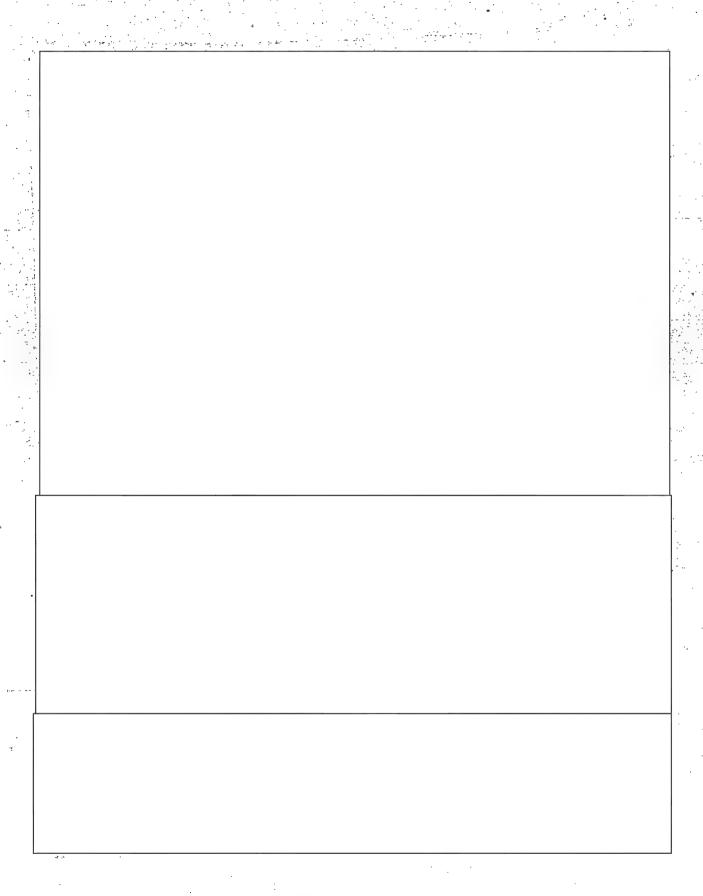
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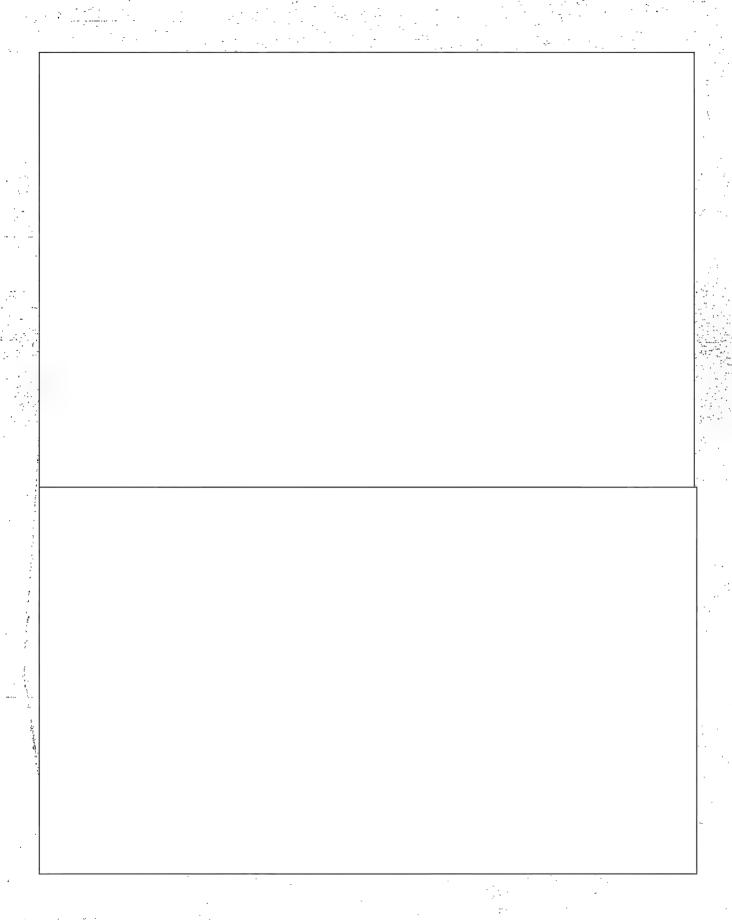
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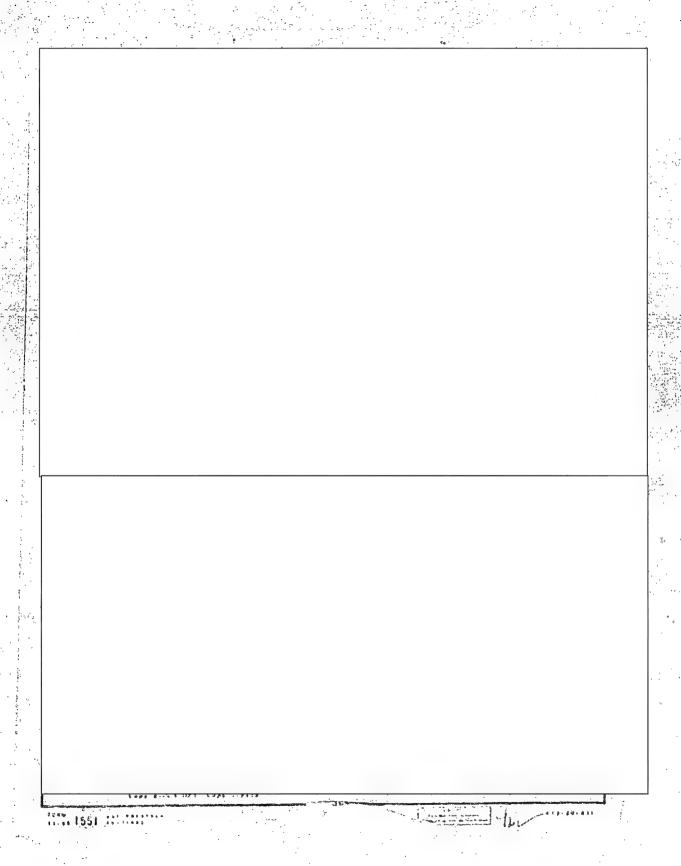
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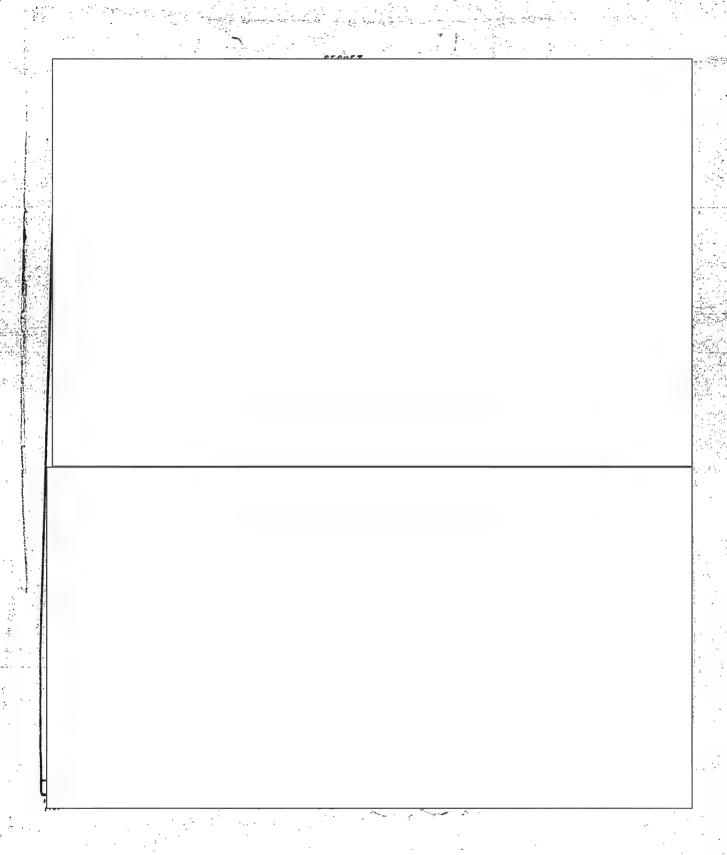
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MPAY ACJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 CF. TITLE 5. U.S.C. AND EXECUTIVE ORDER LIBIL PURSUANT TO AUTHORITY OF DCI. CATEL ON OCTUBER 1962.

EFFECTIVE DATE OF PAY ACJUSTMENT: 13 OCTUBER 1974

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MPAY ADJUSTMENT IN ACCURDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691 PURSUANT TO AUTHORITY OF CCT AS PREVIOED IN THE CIA ACT UF 1949.

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EFFECTIVE DATE OF PAY ADJUSTMENTS 9 JANUARY 1972

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EFFECTIVE DATE OF PAY ADJUSTMENTS TO JANUARY 1971

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EFFECTIVE DATE OF PAY ADJUSTMENTS 28 DECEMBER 1969

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EFFECTIVE DATE OF PAY ADJUSTMENT BY JULY 1969

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PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED & OCTOBER 1962.

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PLY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF SELEVISION PURSUANT TO AUTHORITY OF DOLAS PROVIDED IN THE CIA -CT OF 1949.
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EFFECTIVE DATE OF PAY ADJUSTMENTS 3 JULY 1966

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AS AMENDED, AND A-DOI POLICY DIRECTIVE DATED S OCTOBER 1942.

EFFECTIVE DATE OF PAY ADJUSTMENTS 10 OCTOBER 1965

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ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE AGENCY ACT OF 1949, AS AMENDED AND POLICY DIRECTIVE ISSUED BY THE ACTING DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

GENERAL SCHEDULE RATES Federal Employees Salary Act of 1964

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12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

NAME SERIAL GRADE-STEP OLD SALARY NEW SALARY

GS-11-1 \$ 6.390 \$ 7.030

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CENTRAL INTELLIGENCE AGENCY P.C. 27 May 1955

NOTIFICATION OF PERSONNEL ACTION

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28 August 1974

MEMORANDUM FOR THE RECORD

SUBJECT: Meritorious Unit Citation

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Recorder Honor and Merit Awards Board

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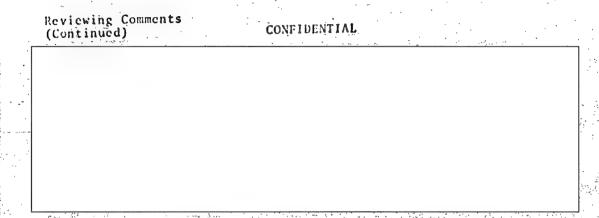
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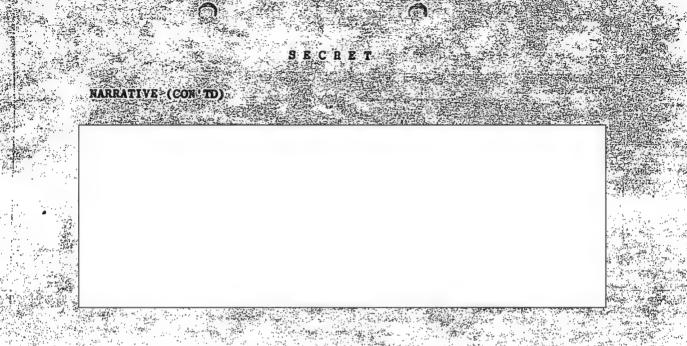
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COMMENTS OF REVIEWING OFFICIAL

made and recommendations referred to DCOS/COS. Subject has been encouraged to continue to exploit these strengths, as well as to expedite the preparation of written reports as noted by the Rating Officer. I have no doubt that Subject can and will exploit his potential to the maximum capacity during the next rating period in order to increase his rating, his comparative standing among the Station's other GS-13 officers, and to fulfill more thoroughly the priorities in his LOI.

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lag. He has since	continued to demonstrate	care in preparation and
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SECTION C - /continued --/

not necessarily conducive to easier relationships with local counterparts, Subject handles himself with professionalism, tact and understanding, well designed to absorb increasing sensitivities and still get the job done. Operational and performance consultations are held constantly -- daily on specifics and at least weekly on detailed performance and operational objectives. These sessions are frank and Subject is as much contributor as receiver, but he is distinctly receptive to realistic supervision and guidance for operational continuity. Subject is markedly security conscious, and is perhaps overly cost conscious. His work in analysis and research in the complex field, bringing together and collating viably positive intelligence (which otherwise be lost) in draft form is exemplary; his finished written work requires and is getting continuing attention. In fairness to Subject on latter point, he does very well in this area when adequate time is available to "finish" the product; on balance we profer him active and mobile and can live with this marginal fault while evident efforts to improve continue. Overall, Subject is a well-rounded operations officer, a credit to the Agency and capable of larger responsibilities.

PESCHET

Roviewing Comments (continued)

role in suggesting operational ideas, levying tailored intelligence requirements, etc. to the various ops officers. Accordingly, for this rating period, I would rate Subject in Duty #1 at Proficient with an over-all rating of Proficient. Subject has the potential to increase his capability in the operations and ops management spheres. Subject and his rating officer work effectively as a team; consultations between them have produced some positive results.

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TRAINING REPORT NATE OF TRAINER: COURSE: CI Operations HOURS: OFFICE: FE SDID DATES: 25 Nov - 6 Dec 168 OBJECTIVE AND PETHOD OF INSTRUCTION Objectives lethod of Instruction The course is presented by means of lecture, case study, and discussion. ADJECTIVAL RATINGS OF ACHIEVEMENT Adjoctival Rating Demonstration of understanding of course concepts and materials. Excellent Participation in class discussions. Excellent Imaginative and practical application of operational principles to case Good studies and problems. Industriousness. Excellent a vory active student in discussions to which he contributed many helpful ideas. His presentation of the Wennerstroem Case was both objective and critical in terms of the available information on the case. OVERALL adjectival rating of achievement: Excellent FOR THE DIRECTOR OF TRAINING: 2 Jan To hate Chief Instructor

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complex operational m	o tiere ne m	astered with	commend	able speed	a variety of	20
counted on to know his	cases and c	onie up with	the facts.	He is a so	und profes	aional
who can be trusted to c	to a job with	a minimum	of superv	sion.		
in view of his ex-	cellent perfo	rmance sinc	e his assi	gnment to t	his Branch.	
has been recomme	inded for pro	imotion to CS	5-13. He	is also beir	ig program	med
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cliance should stand h	in in good a	itead,	-			
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6. Casca (a) fres de desourment READBIQUMENT BUPERVISOR CAMEEN MESENJE Seetlan C) BPECIAL (Bostfort II. DATE REPORT DUE IN O.P. I January - 7 April 1967 PERFORMANCE EVALUATION SECTION B W . Wash nce meets all regulaments. It is autholy continuously and is characterized colling by deficiency nor A - Adequate Performance is more than soil electory. Desired excells are being produced in a proficient manner.

Performance is characterised by exceptional participants. P - Profisient S - Serona O - Oid standing Parformance is so exceptional in relation to requirements cother's doing similar work as to warrant special recognish SPECIFIC CUTIES List up to six of the most important specific duties performed forming risting period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider CASL I officialises in performance of that duty. All employees with suppressions at his MUST be rated on their ability to suppressions and the supervised. SPECIFIC DUTY NO. 1 S RATING S S BATING LETTER SPE P /p. 19 JUN 1967 OVERALL PERFORMANCE IN CURRENT POSITION Take into account everything about the employee which influences in affectiveness in his current position such as perferences of specific decies, productivity, conduct on job, exceeningments, partient personal ments of hobits, and perfectly limitations or telepics. Besed on your linewiseless of employments overall performance during the rating period place the latter in the rating box corresponding to the statement where ment accurately reflects his local of performance. 5

Possi 45 use Pervious entrious

SECTION C	NARR	ATIVE COMMEN	15		
on foreign funguoge compotence, bests for determining future pers in the use of personnel, 10019, lection C, attach a separate she	estions made for improvement if required for current personnel ection. Manner of present and tends miles established while miles established established.	formance of manal	onco. Give re calain rollings corbol or aven application.	commendations for I given in Section B rul form duties and c Il extre apace is no	ost consciousness eded to complete
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little more experier				e was assign	
mid-October 1903) a justified during this undertook the task o	period. With mile tabsorbing and s	ilmum super stemitizing	vision or the comp	direction. lexities of	ne result
has been increased efforts. also contri research, support,	buted materially i	n the way of	prelimin		
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29 May 1967	Deputy Chief, I	E/			
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FITNESS REPORT -	25 May 1987
SECTION C. NARRATIVE CO	OMMENTS (Continued)
curious, has a probling mind	and has the knack of quickly and accurately assess - gent worker, he retains a good sense of humor and
gets along well with his colle	agues. He is inclined to become a bit impatient ures at Headquarters, but has the maturity to
subdue such feelings in the it	
As for weak points,	has tended to be somewhat lax about answering
correspondence, particularly	when he felt them to be of marginal value. him, however, and he is effectively overcoming.
this defect.	
	had no supervisory duties as such, although he
assisted on an ad hoc basis i	n the supervision of a career trainee temporarily
assigned to the De	sk. His performance here was promising and
it is contemplated to assign h	im some supervisory responsibilities in the
futare.	
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SECTION C	HARRATIVE COMMEN	
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noting. Assigned field	the very brief interval Subjections several consistent questions at the consistent question of the commendation of the considerable initiative in the required deadlines with the shows every evidence of a little more experience or coedures and local conventions.	nlities that deserve erations sector, he iles research and le energy. He has equiring timely res-locating the necessary thout undue assistance of absorption in his example.
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20 December 1966	Deputy Chief, FE/	. SIGNATURE

TRAINING REPORT

80 hours, full time 18 Student :	Office	2 DDP/FE
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The above raised student actively partie section Course No. 3h. In this section no evitho area mass. The student's performance in these tess.	our notherin	ofterpted for
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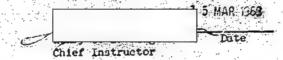
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ACHIEVEMENT RECORD

This is a certificate of attendance. No record is made of individual performance in the course.

FOR THE DIRECTOR OF TRAINING:



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TRAINING REPORT

Chiefe of Stati	n Seminar No. 0.68	
80 hours, full	ime 5 - 16 February 1968	
Participant :	Office IFE/	
Year of Births	Service Designation:D	
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COURSE OBJECTIVES, CONTENT AND METHODS

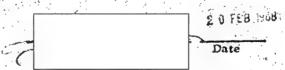
The COS Seminar is aimed to prepare prospective Chiefs and Deputy Chiefs of Station and Chiefs of Base for field assignments. Emphasis was upon the difficulties confronting Chiefs of small or medium-sized installations, since they must handle a peculiarly wide range of problems. Included were case studies serving to remind outgoing chiefs of various operational approaches and techniques, but more time was devoted to policy, coordination, management, reporting, and administrative responsibilities of the Chief of Station, both within CIA and in the government at large, at home and abroad.

The bulk of the course is given in loctures and question periods conducted by officials responsible for the missions, functions, programs, and services discussed. A few key items of suggested reading are included, and bibliographies of suggested reading tailored to the individual's assignment are offered for those who want them.

ACHIEVEMENT RECORD

This is a certificate of attendance. No further assessment of individual capacity or performance is made in this course.

FOR THE DIRECTOR OF TRAINING:



TRAINING REPORT

Information Reporting, Reports and Requirement's Source No.2 120 hours, full times 20 February 1908

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operation. His ma	nagement of this project in its en	rly stages which has
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l a highly commendation	ble manner, and the froject has ho potential appears to be substantia	w reached the point
demonstrated his	capability in the area of	L. Subject has
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his present tour.	He has carried out a variety or	Lingon ourses with
Various elements (of the National Police efficiently	and capably.
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I devoted considerat	Die erfort to acquiring a solid ha	ckeround of area
I ramifiatization at	io knowledge which has enabled him	to function in a high
ellective lashion.		
approach to his ou	ns shown a high degree of cost co ties. Employed has not had supervi	nsciousness in his
5. Subject has som	etimes shown a lack of sufficient	emphasis in properly
recording the prog	ress of his operational activitie	s through the normal I
reporting procedur	es. Subject is now aware of this	, and it is believed
that this will not	be a problem in the future.	
o. Inis employee 1	s a well-motivated, highly capable otential. This supervisor would	e officer with
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SECTION C	NARRATIVE COMMEN	TS	
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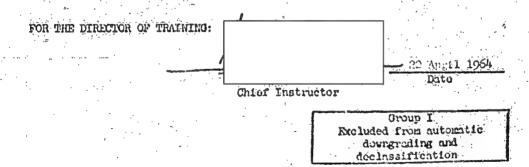
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4 - Performance classify exceeds basis requirements.
5 - Performance in every important respect is superior.
6 - Performance in every respect is existently. 5 section d DESCRIPTION OF THE EMPLOYEE In the cating boses balow, et ack (X) the degree to which both characteristic applice to the employee 1 - Least possible degree 2 . Limited degree 2 - Narmal degree 4 - Abovu average degree Si- Outstanding dagree CHITAIR CHARACTERISTICS 3 SETS THINGS DONE RETOURCEPUL ACCOPTS ESSPONSIBILITIES 1 CAN MARE DECIMENTE ON HIS OWN WILE MOSED ARISES Dees mis .Od sirrout \$72040 suppost PACILITATES MEDULIN OPERATION OF MIS OFFICE ##14## # B & & & C. LAUFA

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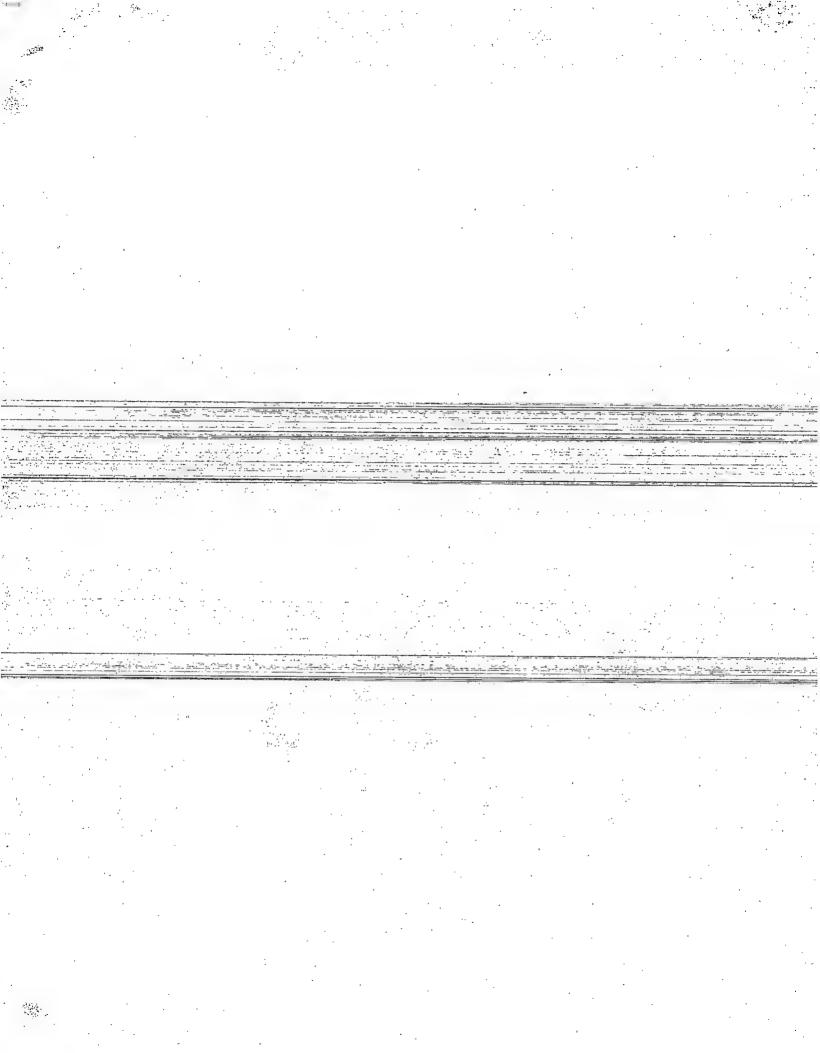
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FORM 45 DASOLEYE PREVIOUS EDITIONS

SECRET

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Continuation of Section Es

In recognition of subject officer's outstanding performance to date and in view of the considerable responsibilities indicent to the post of epresentative in this area, I recommend that subject officer be promoted to the grade of CS-12 as soon as possible.

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FORM AT - 45 COSOLETE PARVIOUS EDITIONS.

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REPORT OF TRAINING

Operations Familiarization Course No. 17

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SECULOR II: SPECIFIC CHARACTERISTICS OF THE COURSE

This course lagte 10 veeks. The classes and held 2 hours per day, 5 days a week Students are required to do a minimum of 10 hours per week of drill in the Lauguage Laboratory outside of class hours. The instructor is able to week at any time by appointment with each student ladividually. By death are given an least two major tests and a number of ten ulaute tests during the progress of the course.

SPUTTON III: OR PETIVES

The general sign of this course is to provide a thorough grounding for the spired who has previously had either a reading course is the language or an incurrication in the happeace. It serves as a basis for further severes at the property of the independent learning in the soul or by further study.

The opecific objectives are:

- A. Ability to produce and distinguish all the sounds of the language.
- B. Ability to use adequately a stock of correct Spanish sentences and expressions.
- C. Ability to analyse henteures and expressions does their components.
- D. Ability to comprehend screent-upset apower Sixuatalilin a wide varioty of non-technical elimations.
- R. ability to read and write informal Scenish using a limited number of vocabulary and atmostures interest

SECTION IV: EVALUATION RATINGS

The following is an explanation of the flue torus of avaluation employed follow:

- 1. The student fulled to satisfy minimum requirements, and his grusp of the material is too insusquate to be functional.
- 2. The student satisfied only the minimum requirements of the objectives. His group is burely functional.

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- 3. The student set the objectives in a creditable surrer, revealing a -good grapp of exceptials.
- 4. The student showed a migh degree of competence in scetting the
- 5. The rendert femonstrated exceptional ability or profictions in meeting the objectives. We accomplished the one attained by a very small number of students.

SECRION V: AURINVENENT RAZINOS

The number in each cill represents the number of students receiving that railing is terms of the above objectives. Who adterion (*) represents the rating this attribut achieved.

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SECTION VI: COMETAS			
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SECTION 114 SECURIC CHARACTERISTICS OF THE SCHOOL

This course lasts 10 weeks. The character are sayed 2 hours per day. Stdays a week students are resourced to do a minimum of 10 hours are the character of all two hest apprings.

Lecoratory carries of allows hours. The instruction is able to meat at anything by appointment with each attention in the daily. Excelents are given by toust two miles tousts and a number of tentions in the during the property of the course.

SECTION INTO CERTIFICATIONS

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Objective C. Abitho to shade and content and relation this their components.

Objective D. Ability to come non-arrangement of skew-lighted in a wind virtuely of approach teamstics.

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- Rating 2. The student mattafied only the sambaca requirements of the objectives. His graps is barely functionals
- Reting 3. The student met the objectives in a creditable manner, revealing a good grass of essentials.
- Rating 4. The student showed a high days as of competence in mosting the objectives.
- Rating 5. The student demonstrated enceptional ability on proficiency in machine, the objectives. He accomplished was one attained by a very small magner of asideasy.

SECTION V: ACHIEVELENT PATINGS.

The number in such cold represents the morbir of attribute receiving that Richard in terms of the above objections. The anterior (*) remaining the Rating this student achieved.

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Since reading skills are stressed during the latter part of the 50-yeak course series, the sating for Cojective B is based on a limited arount of information.

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# 2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES		
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Place the most important first. Do not incl.	ore important SPECIFIC duties performed during fin Kinnings	, verou
b. Rate performence on each specific duty consi-	dering ONLY effectiveness in performance of this specific	duty.
c. For supervisors, ability to supervise will a	lways be rated as a specific duty deprot for as supervise	sa those
who supervise a secretary only).	individual being rated with others performile 3ge Holy	ity at a
similar level of responsibility.	100 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
e. Two individuals with the same job title s	pay be performing different duties. If so, rate them on d	fferent
duties	MAIL DA	-
f. Be specific. Framples of the kind of duties	that might be rated are: MAIL BILLING COMPUCTS INTERPOGATIONS	4
	DEVELOPS NEW PROGRAMS PREPARES SUMMARIES	
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CONDUCTING EXTERNAL LIAISON TYPINO	OPBRATES RADIO REPS BOOKS. COORDINATES WITH OTHER OFFICES DELVES, TRUCK	,
TAKING DICTATION	WRITES REQULATIONS WAINTAINS AIR COMDITION	ING
SUPERVISING	PREPARES CORRESPONDENCE EVALUATES SIGNIFICANCE	
g. For some jobs duties ney be broken down ever		ned Rea
and phone operation, in the case of a radio o	perator.	
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4. COMMENTS EUNCERNING POTENTIAL

His knowledge of basic social science analytic processes and maturity of sufficient give him potential of a reasonably broad scored ROMAKI ROMAKIESS in organizing and presenting his findings will be a limiting factor in the irmediate future.

FUTURE PLANS

SECTION NO. STATE DEVELOPMENTAL SPECIENCE PLANED FOR THE LADIVIDUAL

Writing courses and additional on-the-job training, to include overseas TDY on operational assignments.

NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES: TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S PUTURE ASSIGNMENT

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the speak literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Beat each statement and insert in the bus the category number, which beat tells her much the statement applies to the person covered by this report.

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SUFFRICE: The student demonstrated outstanding absolts on a consequence of the second party course party or subjective to integrate outstanding the course of the reference of the cours

Section IV. Now the Students are Evaluated (Contd.)

EXCELLENT: The student shound unusual competence, skill or skill in meeting this objective or goal; he demonstrated a thorough grasp of the presented material, or, if skills are involved, he demonstrated that he can perform in an extremely effective manner in this area.

SATISFACTORY: The student mot this objective in a competent and adequate manner; he demonstrated a good uncorstanding and grasp of the information presented, or, if skills are involved, he demonstrated sufficient competence to operate effectively in this area.

FOOR: Although the student may have met some of the standards set for minimum achievement of this course goal or objective, he demonstrated serious gaps in knowledge or sufficient lack of skill to be of doubtful competence.

FAILURE: The student was unable to grasp the concepts of information presented, or demonstrated that he had not acquired the necessary information and skills to operate at even minimum capacity in this area.

SECTION VI HELORT OF STUDENT ACHIEVEMENT

Figures show grade distribution. The asterisk indicates grade this student rocalved.

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SECTION VI: RESTRUCTORS OVER-ALL EVALUATION

In terms of all factors observed during the course and taking into account this student's experience in the Agency, grade, and general area of work, an "A" in one of the boxes shows the judgment of the instructional shaff of his performance.

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FOR THE DIRECTOR OF TRUENTNG:

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DESIGNATION OF BENEFICIARY FEDERAL EMPLOYEES GROUP LIFE INSTIDANCE PROCESAS

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f, the individual identified above, canceling any and all previous Designations of Beneficiary under the Federal Employees Group Life Insurance Program herefolders made by me, do now designate the heneficiary or beneficiaries named below to receive any amount of LIFE-INNI RANCE and ACCIDENTAL IEATH INSURANCE due and payable at my death. It understand that this Designation of Beneficiary will remain in full force and effect, with respect to any amount payable, unless or until conceled by me in writing, or until such time as it is automatically canceled (see regulation of on reverse side of duplicate copy).

INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES (SEE EXAMPLES OF DESIGNATIONS)

Type or print first mann. middle initial, and last name: Type or print address (including ZIF Code) of each beneficiary of each beneficiary		Relationable	Share to be paid to
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For each type of instrumed (regular and optional): (1) I hereby direct, unless otherwise indicated above, that if more than one beneficiary is pared; the share of any beneficiary who may predecesse me shall be distributed equally among the surviving beneficiaries, or entirely to the surviving. (2) I understand that this Designation of Beneficiary shall be void if none of the designated beneficiaries is lively at the time of my death.

I hereby aperiancial exerce the right to cancel or change the

or consent of the beneficiary.

WITNESSES TO SIGNATURE (A witness is ineligible to receive phyment as

PRINT OR TYPE NAME AND ADDRESS (including ZIP Code) OF INSURE THIS SPACE RESERVED FOR HEST VING AGENCY

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PERSONAL PERSONAS

SER BEVERSE SIDE OF DUPLICATE COPT FOR INSTRUCTIONS ON WHERE TO FILE THESE FURMS. DO NOT FILE WITH THE OFFICE OF FEDERAL EMPLOYEES: GROUP LIFE INSURANCE.

IMPORTANT.—The filing of this form will completely cancel any Designation of Beneficiary under the Federal Employees Group Life Insurance Program you may have previously filed. He sure to name in this form all persons you wish to designate as beneficiaries of any insurance payable under that program at your death.

EXAMPLES OF DESIGNATIONS

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ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

TO COMPLETE THIS FORM-

FOLLOW THESE GENERAL INSTRUCTIONS

- Read the back of the "Duplicate" carefully before you fill in the form. Fill in BOTH COPIES of the form. Type or use link:
 Do not detach any part.

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SIGN AND DATE. IF YOU MARKED BOX "A" OR "C". COMPLETE THE "STATISTICAL STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.	(official receiving date stamp)
CATE February 19, 1966	88° HA SE OI 115 037 0 33 HA SE OI 15 037
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ORIGINAL COPY-Retain in Official Personnel Folder

13 December 1973

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1. I hereby commend you for your performance in a sensitive Station operation which was completed on 3 and 4 December 1973. Your role ensuring the security of the operation was of the utmost importance. To your credit you remained alort and carried out your duties professionally, despite the initial frustrations and the long hours involved. In doing so you have contributed to the successful accomplishment of a priority objective of our organization.

2. A copy of this letter will be placed in your official personnel file.

Chief of Station

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FIELD COMMENTS - continued

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IMPORTANT

Central Processing Branch has been charged with responsibility for ensuring that all employees processing PCS to the field have reviewed the field version of the Employee Conduct Handbook. You will not be checked out for your proposed travel until you sign the following statement and return it to CFB. Your Personnel Officer can provide you with a copy of the Handbook.

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Field Handbook 20-4, Employee Conduct; dated 28 October 1964.

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Group 1 - Excluded from automatic downgrading and declaration.

55A DAS 67-2031

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1 6 OCT 1967

MEMORARDUM FOR: Deputy Director for Plans

BUBJECT

Fourth Security Violation

REFERENCE 1 HB 10-10

- 1. This assorandum contains a recommendation for approval in paragraph 4.
- 2. Two officers of this Division have incurred their fourth security violation. Reference requires that I impose at least two weeks' leave without pay in each case unless your approval is obtained for a leaser namelty. I propose such a leaser penalty and request your concurrence.

are both dedicated Agency employees who have never, to the best of my knowledge, evidenced contempt for our necurity precedures nor displayed such gross negligence as to require atrong remedial action. In neither case were any of the violations such as to indicate a compromise of information was probable; all were either open-make or "expected-classified-material" violations much as ene-time typewriter ribboms, and mone involved less of documents, indiscreet talk or other more serious matters. Further, the majerity of the violations occurred on occasions when the individuals concerned worked past, the formal close of business and, while this is no excuse for chrelesiness, frequent evert does increase the possibility of a violation since the usual after-hours duty check is not operative. It seems to no, therefore, that the two weeks' leave without pay required by reference would be an excessively hard penalty and not conducted to the chascement of Agency occurity in general. I, therefore, propose the imposition of two days' leave without pay and a written reprisend for each officer. Copies of the proposed regrigand are attached.

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4. It is recommended that the subjects be each issued a written reprimend and directed to take two days' leave without pay as the result of incurring their fourth accurity violation.

William B. Colby Chief, For Bust Division

Attachment Proposed reprimends

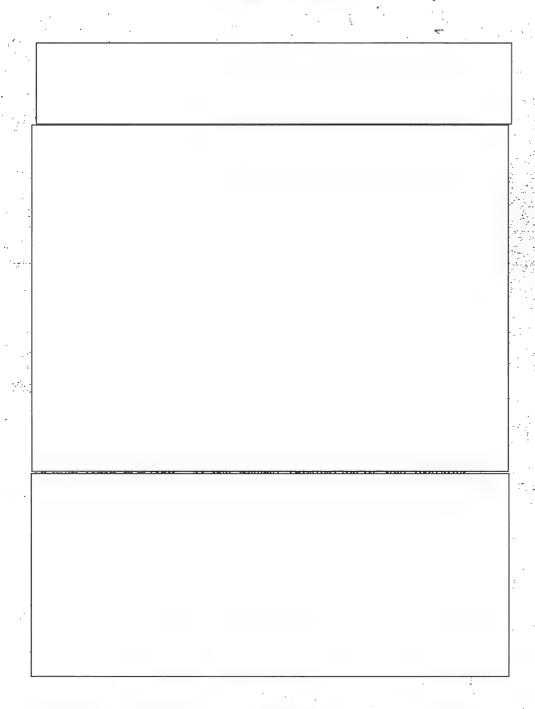
* The recommendation contained in paragraph 4 is APPROVED:

/S/ Cord Meyer, Jr.

A Leputy Director for Plans

1 6 NOV 1967

* The recommendation contained in para. 4 is approved; except that 3 days LWOP will be charged instead of the 2 days proposed.



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Att Violation Report

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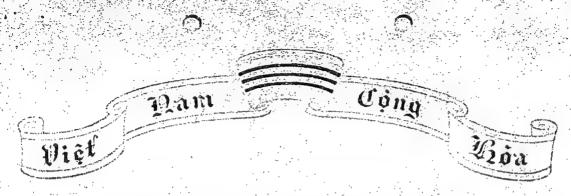
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FUR	American counterpart to the Pe	olice Special
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Saigon, 2h September 1965

Chairman of the Central Executive Cormittee

/Signed and Scaled/

Air Vice Parshal NAMYER CAO EX



BÀRG EMÉR. INORG CÒRG. TRARG

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REPUBLIC OF THE CHAIRMAN RATIONAL LEADERSHIP CONFITTEE

CHAIRMAN OF THE CENTRAL EXECUTIVE CONFITTEE

Reference the order of 19 June 1965 which was supplemented by Decree No. 6-QLVNCH/QD of 6 June 1966 of the Armed Forces Council of the Republic of Vietnam;

Reference Decree No. 3-QLVNCH/QD of 1L June 1965 which was supplemented by Decree No. 7-QLVNCH/QD of 6 June 1966 of the Armed Forces

Council of the Republic of Vietnam which established and fixed the composition of the National Leadership Council;

Reference Decree No.001-a/CT/LDCG/St of 19June 1965 and all succeeding documents which established and set the composition of the Central Executive Committee;

Reference Decree No. 060-CT/LDQG/SL of 6 September 1965 which created two types of medals, the Police Service Medal and the Honorary Police Nedal;

Reference Decree No. COL-CT/LDCS/FD of 21 January 1966 which tixed the methods of awarding the medals mentioned above,

DECREE

Article One. B	low the Third Cla	is longrary rolic	o Redal is
awarded	Angirican	Countempart in th	g Police Special
Branch of the Direct	orate General of	National Police.	

Acticle Two. The Commissioner General for Security and the Satisficative Assistant in the Office of the Chairman of the Central Executive Committee will assume the responsibility for implementing the Pecres.

Salgon, 2h September 1966.
/Signed and Sealed/
Air Vice Marshal NUMYEN CAO KY

VIET NAM CONG HOA

Phù Chủ Tịch Ủy Ban Hành Pháp Trung Ương

Số 1744-NO/RP/VP.

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Cixton too-, háp ngày 19 tháng bán nơn 1965 bị-tha bhi quyết-11 to 6- th. Cil/Qu ngày 6 tháng cán nan 1966 của bại hội-bòng quốn-Lýc Việt-liện Cộng-lòa ;

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Chiến cho-lạnh số 001-a/CT/lip G/SL ngày 19 tiếng Sốu nưa 1967 và các vền-khôn kế-tiếp tiếnh-lập và ch-định thành-pikm sy-làn lành-Pháp Trung-lớng

Chiếu bắc-lộnh cố 000-CT/LD00/3L ngày 6 tháng Chiến n'm 1965 thiết-lập hại loại hay-chi ng "Cảnh-cắt Chiến-Cổng Lội-Tinh" và "Cảnh-cắt Dánh-by Lội-Tinh" ;

Chiốu light-linh số 001-CT/Logo/IID mày 21 tháng Giống năm 1900 án-linh thố-thức cấp thư hợ các huy-gh Như kổ tron,

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Saigon, ngày 24 tháng 9 ngh 1966

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The Objectives of this course are: 1. To develop an acquaintance with the learning processes. 2. To apply the principles of learning and instruction in resulted teaching equations. This course inclided planning and practical teaching used in: priciples of learning and beaching; effective one communications demonstration techniques; training aids, aliments of after the class class discussions principles of learning. But to the shorteers of he course, familiarly tion techniques; training, all bead upon the demicromaticities of the principles of learning. But to the shorteers of he course, familiarly tion daily and statements with the shorteers of he class about the object with the shorteers of hearing. During this course, each satisfactories presented to he class had reflect to this own subject matter area. Their presentations plann, all reflects to the class the statement of the statement of the acquire time as a spent in practical encourse. This student has satisfactorily accomplished the course objectives and the course standards in presentation to the class his effective increased. In was spent in practical encourse. In a statement of spending, and with each presentation to the class his effective increases. In each case worthallo supportations for improving the presentations of others accomplished as sound grash of the principles of learning part for at. Description of sections and resultant maintain produces to each was interested in his students and resultant maintain and the section of an instructor.	
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18 April 1961

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1. This memorandum is to be m by direction of Acting Chief,	ado a part of	aubject's personnel	file,
2. As stated in Paragraph 4 o	f the	Audit Report	for the
period 1 September 1960 through 28 balance of \$167.62 in his travel ad since 8 December 1960, despite repoclose the account.	February 1961, vance account, ated efforts o	subject has an out. The advance has been the part of Finan	atandin con ope co to
3. The balance referred to ab	ove is compute	d as follows:	
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Standard From No. 56 September 1955 U. S. Civil Service Communication F. P. M. Chantes Zi

DESIGNATION OF BENEFICIARY FEDERAL EMPLOYEES' GROUP LIFE INSURANCE ACT OF 1951

CIMPOSTANT

Read instructions on back of duplicate before filling in this form

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IMPORTANT.—The filing of this form will completely careed any Designation of Renediciary under the Federal Employees Group Life Insurance Act you may have previously filed. He sure to name in this form all persons you wish to designate as beneficiaries of any group life and accidental death insurance payable under that act at your death.

EXAMPLES OF DESIGNATIONS

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! Chief, Fiscal Division 1405 Alcott Hall

FROM : Chief, Records and Services Division

SUBJECT: EF-2808

Attached is SF-2808 (Designation of Beneficiary) for:

24 JUN 1955 Date

Places sign second copy and return to:

Chief, Transactions and Records Brench Room 187 Curio Hall

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STANDARD FORM GT INVISION AUGUST 1803 PROMULEITED BY CLIN, SERVICE COMMIDSION STANDARD MANAGEMENT MANAGEMENT

APPOINTMENT AFFIDAVITS

IMPORTANT. Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

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ubscribed and sworn before me this 15th day of June	A. D. 19 ⁵⁵	
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DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

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Ministers From No. 56 Roginal of 1914 V. B. Chili Service Commission F. F. M. Chapter I.

DESIGNATION OF BENEFICIARY FEDERAL EMPLOYEES' GROUP LIFE INSURANCE ACT OF 1254

IMPORTANT

Read Instructions on back of duplicate before filling in this form

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JUNE 15, 1995 (Date of execution-counts, day, year) NESSES TO SIGNATURE (A witness is	ineligible to receive payment	as a beneficiary):		

IMPORTANT.—The filing of this form will completely cancel any Designation of Beneficiary under the Federal Employees' Group Life Insurance Act you may have previously filed. He sure to name in this form all persons you wish to designate an beneficiaries of any group life and accidental death insurance payable under that act at your death.

EXAMPLES OF DESIGNATIONS

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PART III.—DETERMINING CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR LEAVE PURPOSES

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PART IV.— OFTERMINING CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR REDUCTION IN FORCE PURPOSES

(To be completed only in those cases when the amount of creditable service for reduction in force purposes differs from the amount creditable for teave purposes)

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PERSONAL HISTORY STATEMENT

- Instructions: 1. Answer all questions completely. If question is not applicable write "NA." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
 - 2. Type, print, or write carefully; illegible or incomplete forms will not receive consideration.

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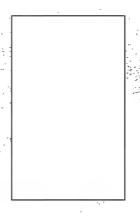
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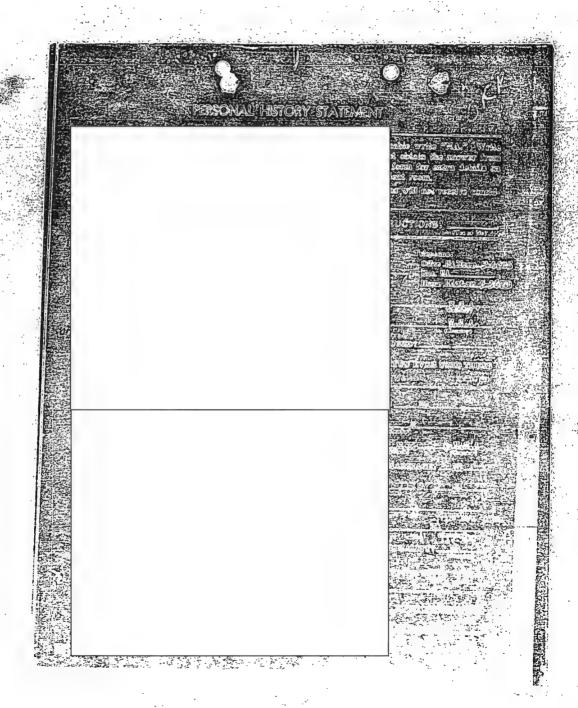
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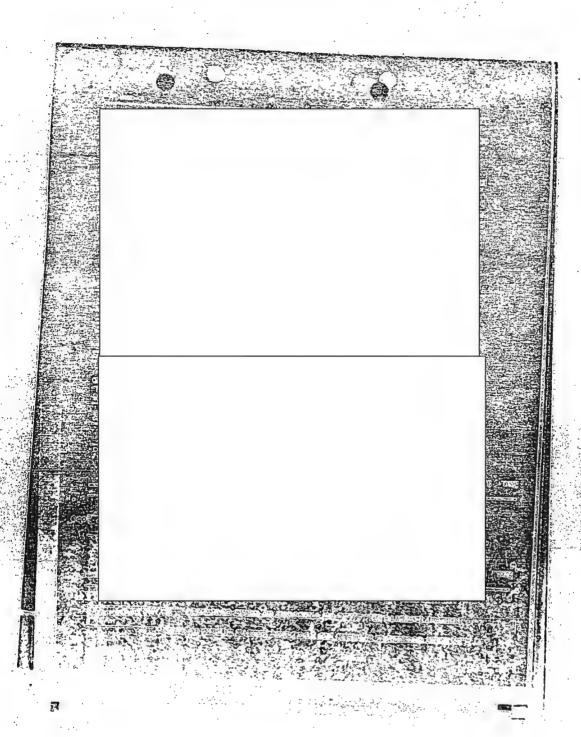
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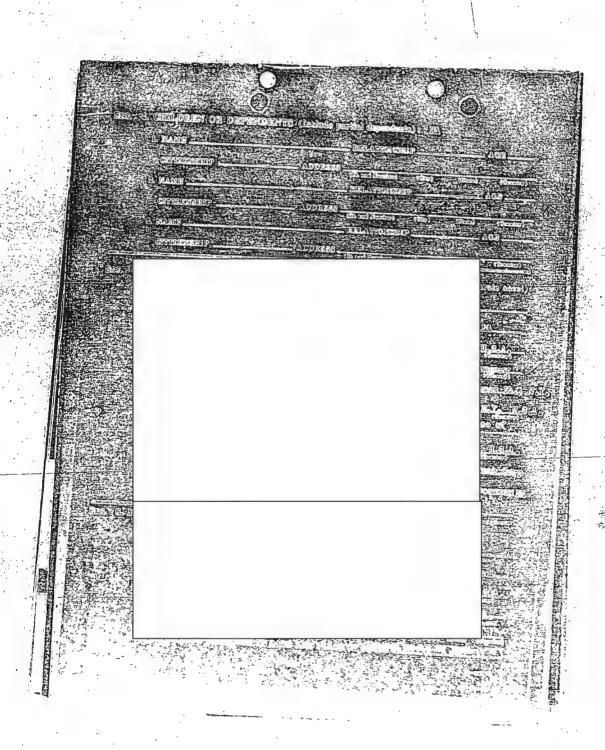
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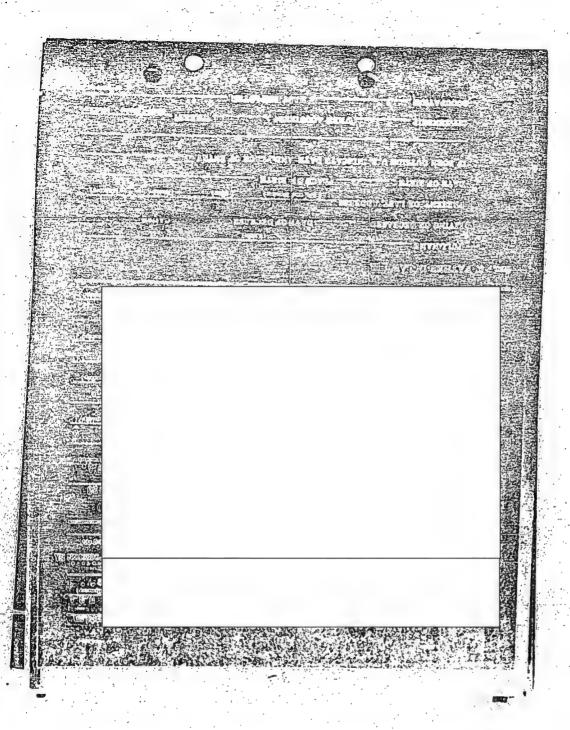
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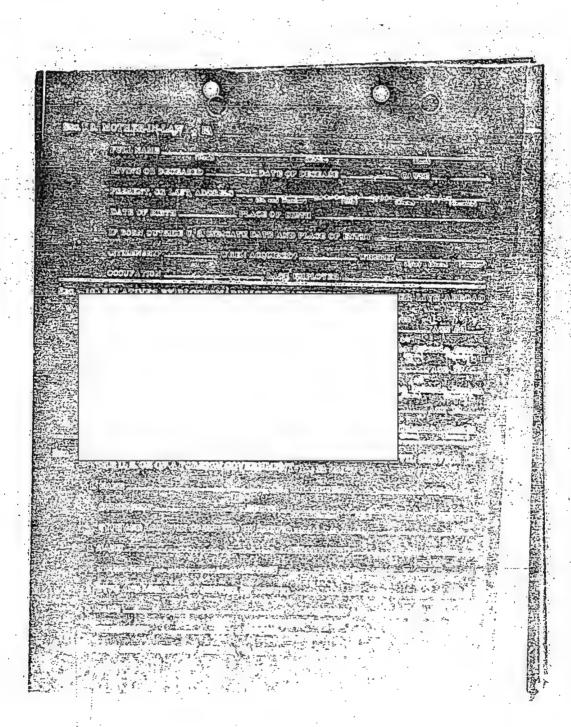


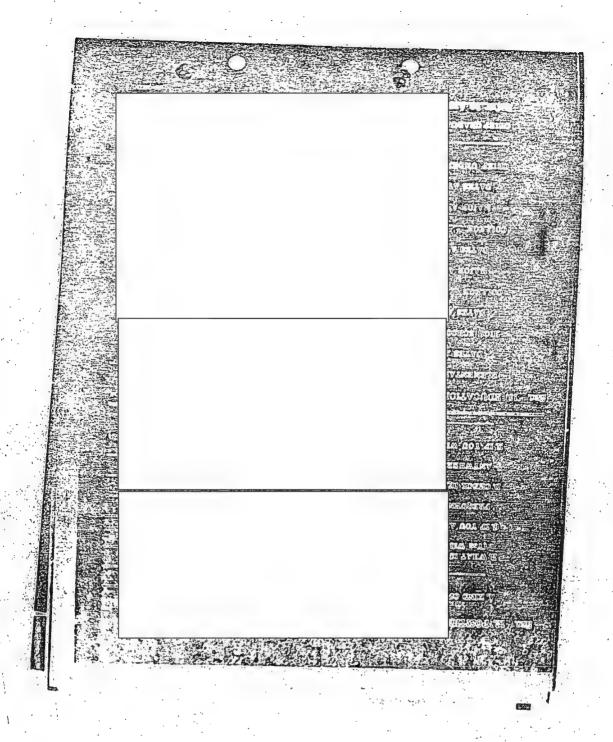


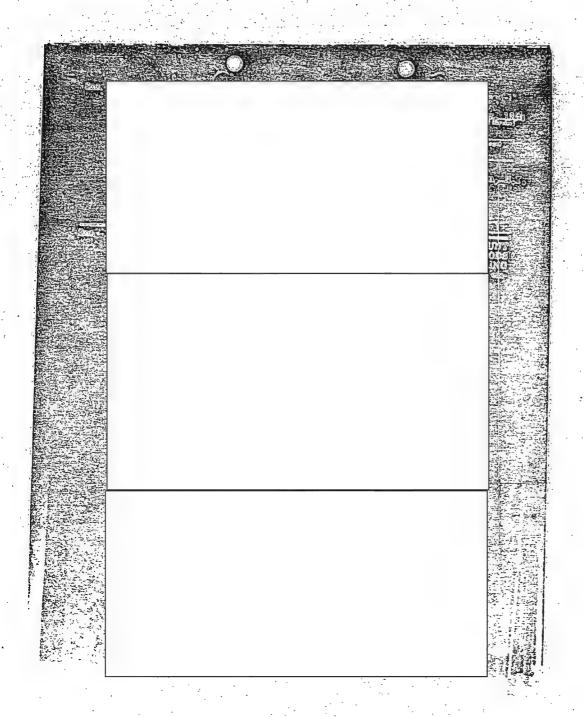


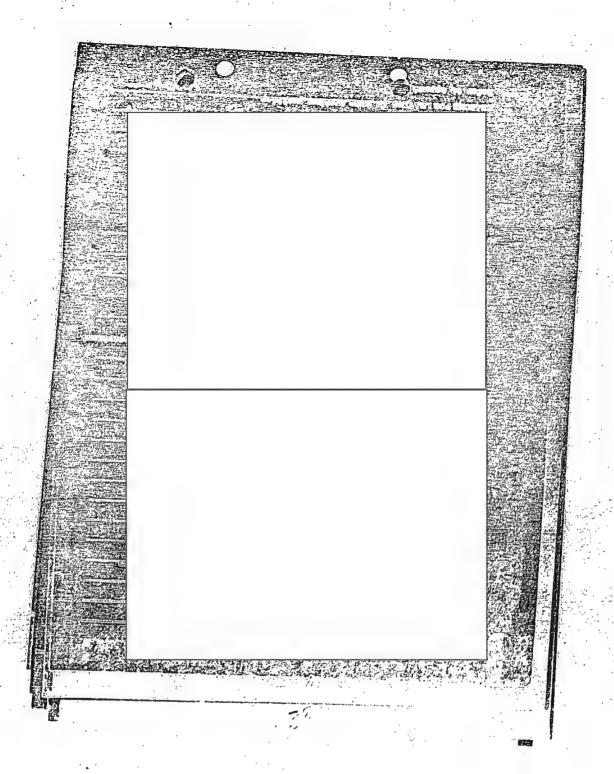


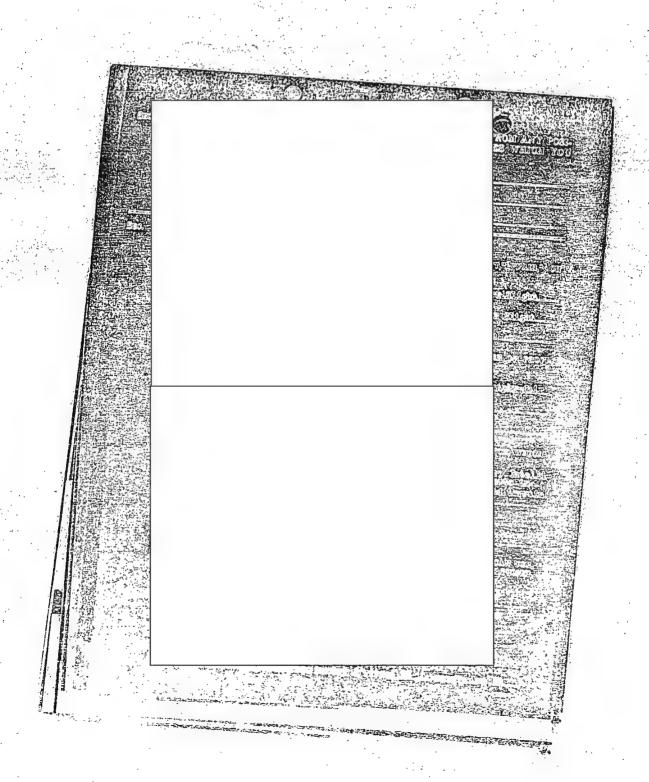


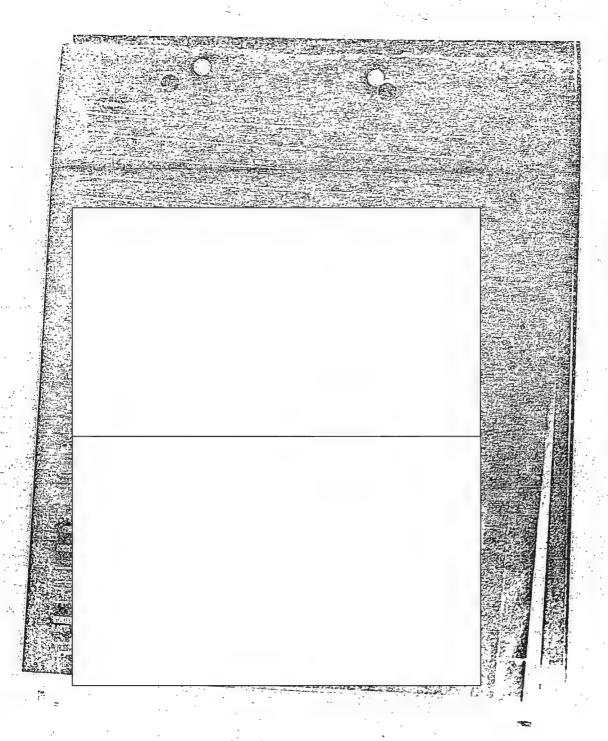


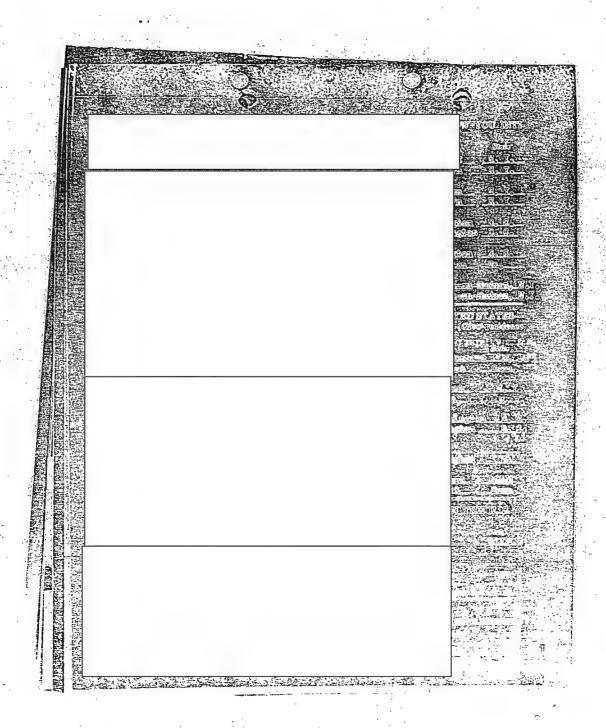


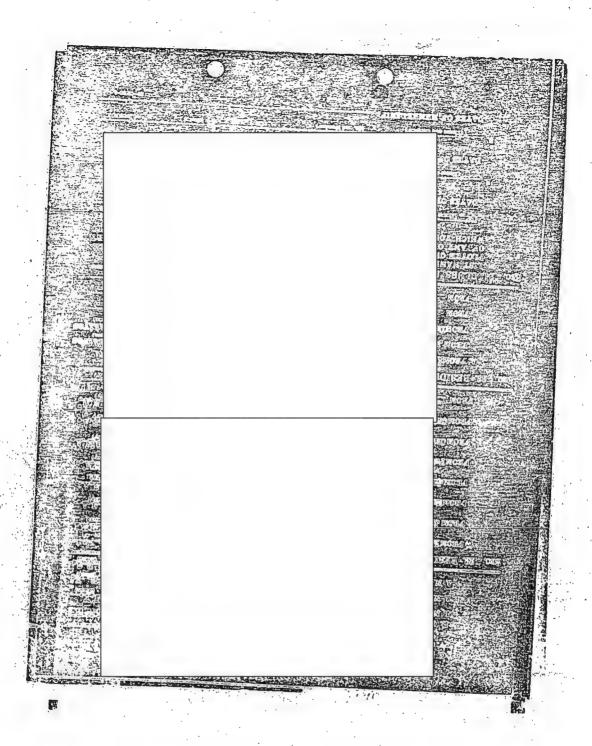


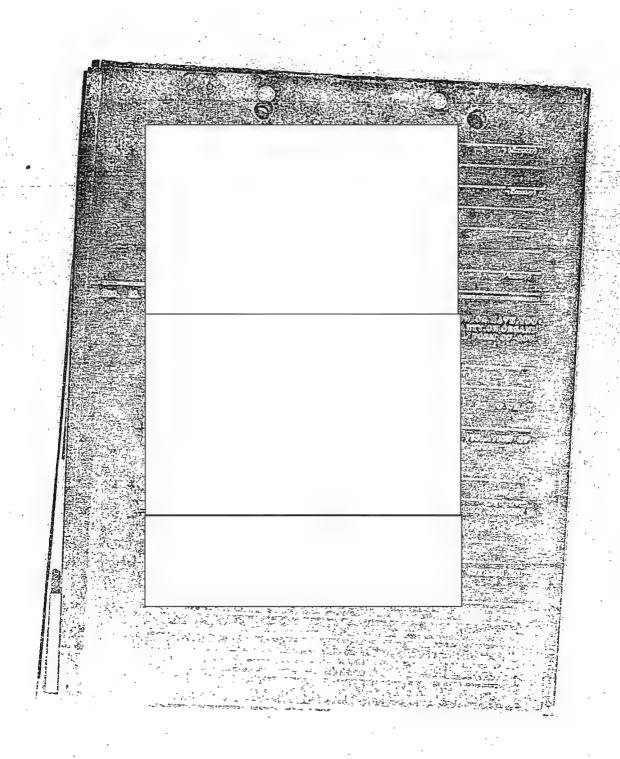


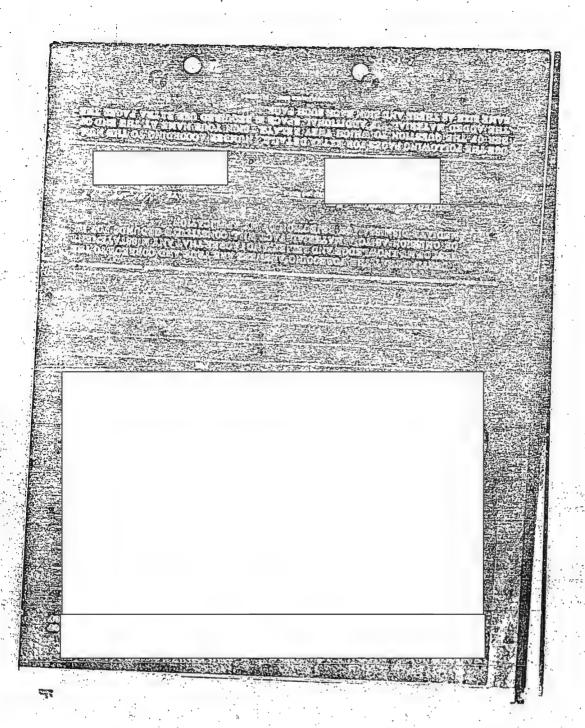




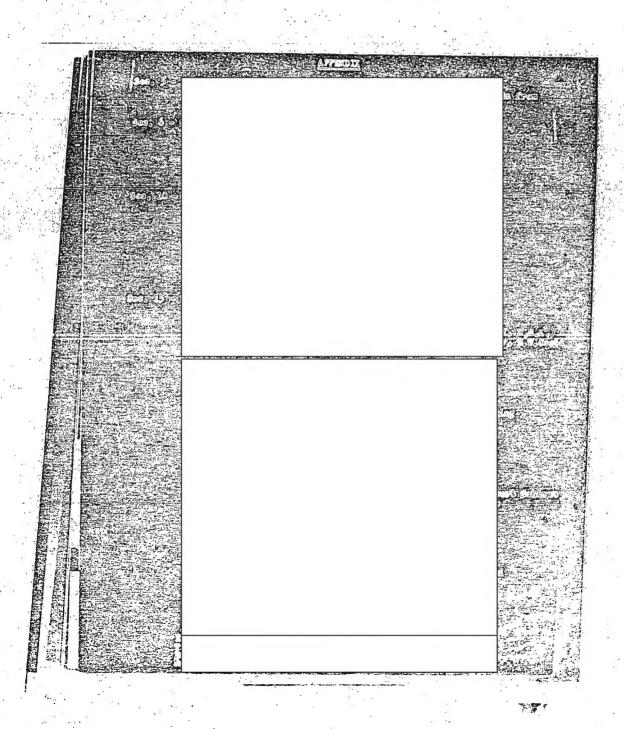




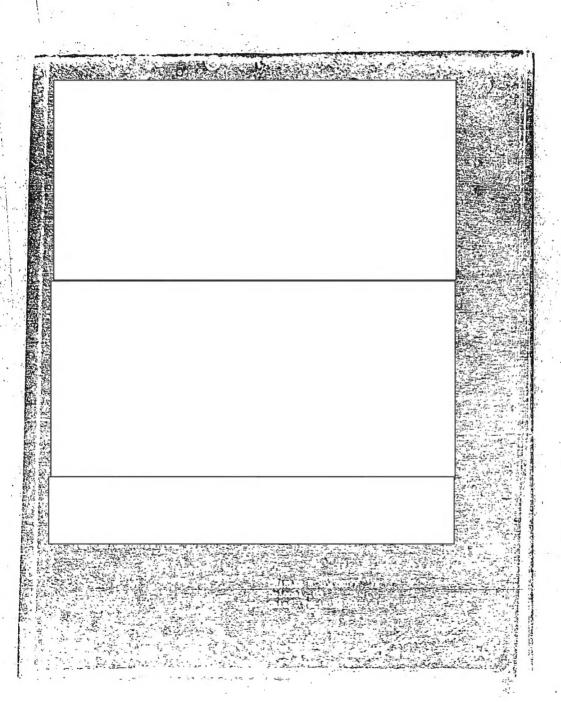












CONFIDENTIAL BECURITY INFORMATION SECURITY APPROVAL

Date: 2 August 1955 SR-9299-A ORR Your Reference: TO: Chief, Records & Services Division Personnel Office Case Bumber: 102815 FROM: Chief / Security Division SUBJECT: This is to advise you of security action in the subject case as indicated below: Security approval is granted the subject person for access to classified information. Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation. The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of paragraph H of Regulation 10-9. 2. Unloss the subject person enters on duty within 60 days from the above date, this approval becomes invalid. 3. Subject is to be polygraphed as part of EOD procedures.

CONFIDENTIAL

FORM NO. 18-101 FEB 1939

CONFIDENTIAL SECURITY INFORMATION INTERCEFICE MEMORANDUM

Date: 27 Nav 1955

Perso	esing & Records nnel Office curity Division reconel	Division		
SUBJECT:	- #102815		Request No.	SR-9299-A - ORR
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